



# THE MY VIVA PROCESS

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## Understand your Organization

- **Employee questionnaire** – to get the best engagement and ROI, it's important to know what your employees think a meaningful wellness program should look like. We provide a link to an anonymous SurveyMonkey questionnaire for you to email to your employees.
- **Company needs assessment** – it's important for us to know the current state of your company to truly understand your needs (i.e. demographics, claim usage, etc.). We provide you a link to a confidential SurveyMonkey questionnaire for you to fill out.

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## Create your wellness program

In this meeting we will go over the results from the questionnaire and needs assessment. We will discuss your options, address your specific needs, and provide a quote.

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## Onboard Wellness Ambassadors

To increase the success of a wellness program, it is vital to have people within the organization who believe in what you are doing and act as champions. Our My Viva Plan Ambassador Program supports these champions, to help integrate wellness into your culture.

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## Launch & Sustain your Program

This is a great opportunity to share your results from the employee questionnaire and explain your “why” behind the new corporate wellness program. In addition, your My Viva Coach will walk your entire team through the program, demonstrate how it works, and have the Ambassadors speak to their experience using it.

The My Viva process is quick and thorough - leaving you feeling confident in your investment.

